Request for Proposals

November 8, 2011

To Whom It May Concern,

The County of Carroll invites bids for remodeling of the Carroll County Public Library.

The County of Carroll abides by the Virginia Procurement Act and requires all bidders to comply with the Virginia Procurement Act.

To be considered as an acceptable bid prices are required in the bid on all items including the base bid items and the additive bid items. A pre-bid conference will be held on November 28, 2011 at 8:00 am at the Carroll County Public Library. The pre-bid conference is not mandatory, but is recommended.

All bids should be sent to Libby Lineberry, Finance Generalist, Carroll County Governmental Center, 605-1 Pine Street, Hillsville, Va. 24343 no later than 4:00 PM on Monday, December 12, 2011. Bids arriving after specified time will not be opened. Please mark the outside of envelope "Carroll County Public Library".

Sincerely,

Ricky Dowdy
Director of Maintenance

Supplemental General Conditions:

The Work under this Contract is subject to the provisions of the Davis-Bacon and Related Acts, as published in the U.S. Department of Labor regulations (29 CFR Parts 1, 3, and 5). The Contractor must comply with the minimum rates for wages for laborers and mechanics as determined by the Secretary of Labor in accordance with the provisions of the Davis-Bacon and Related Acts. Refer to paragraph 18.02C of the Supplementary Conditions for the Labor Standards Provisions clauses that are part of this Contract.

This contract is funded in whole or in part using funds from the American Recovery and Reinvestment Act (ARRA). Section 1605 of the ARRA prohibits the use of these funds unless iron, steel, and manufactured goods are produced in the United States. All iron and steel manufacturing processes must take place in the United States, except for metallurgical processes involving refinement of steel additives. There is no requirement for the origin of components and subcomponents of manufactured goods. Products listed at CFR 25.104(a) have been determined to be unavailable in the United States and if required for the project may be purchased from foreign sources. No unauthorized use of foreign iron, steel, and/or manufactured goods will be allowed on this project.

I have read, fully understand, and will comply with the ***Supplemental General Conditions***.

Name of Company: _____

Signature of Bidder: _____

Telephone: _____

Date: _____

ARRA Grant
Equipment Purchase List

HVAC (Base Bid item)
2-Carrier 25HBC330 outdoor units
2- Carrier FB4CNF030 air handler units
2-Carrier 9kw heaters
1-Carrier 38AQS016-5 outdoor unit
1-Carrier 40RUQS016-5 air handler unit
1-Carrier 30kw heater
3-New Honeywell pro 5000 t-stats
1 Smoke Detector w/sampling tube (for 15 ton unit)
1 Transformer relay package

Roof Material (Base bid item)
Repel roofing underlayment (25 year limited warranty)
1x4x16 Yellow Pine for purling
Union Corrugating 26 gauge 16" wide Advantage Lock Standing Seam Metal Roof System (40 year warranty)
Galvanized steel drip edge (29 gauge painted to match roof color)
Galvanized steel flashing (26 gauge painted to match roof color)
Rake trim (26gauge)
Pop Rivet (stainless)
Neoprene universal closure (RCALUNIVERSAL)
Pipe Boot (#3 pipe flasher for metal roofs)
Ridge Cap (26 gauge painted to match roof color))
#10x1" Pancake Head Screws (GPHWS100250)
Double Bead Butyl Tape (DBBTLSLT)
Urethane Tube Sealant (10.3 oz.)

Window Replacement & Moldings (Base Bid)
Atrium 3300 series replacement windows (white)/energy efficient with grids between glass
Fypon PVC Moldings or equal

Interior Painting (Additive bid item)
20- Gallons Valspar Ultra Premium interior latex satin paint
8- Gallons Valspar Ultra Premium interior latex semi-gloss paint

Fencing (Additive bid item)

8-Madison 6'x6' PVC privacy fence panels (model #039384400007)
9-Plastival 4"x4"x96" universal PVC posts with caps & brackets (model #039384400038)
1-Plastival 6'x4' Madison PVC privacy gate panel (model #0393844000014)
3-Freedom white gate hinge (model #73002181)
1-Freedom white gate latch (model #73002183)

Bathroom Remodeling (Additive bid item)

2-Broan white 140CFM exhaust fans (model #QTR140)
2-American-Standard ADA compliant toilets
2-Bradley 2494 automatic paper towel dispensers (surface mount)
2-Gen-1 (500ml) automatic soap dispensers
1-Sloan ECOS electronic flush valve for urinal (model #8186)
265 sq'-American Olean floor tile
420 sq'- American Olean wall tile
25- 3x5 wonder boards
12- Tubes of adhesive
2- Bags thin-set mortar
2- Bags grout

Porch Columns (Additive bid item)

8-Polyclassic fluted non-tapered fiberglass 10" diameter columns with capitols & base
2-Ploylassic fluted non tapered fiberglass 10" diameter split columns with split capitols & base

Carpet Tiles (Additive bid item)

Philadelphia 24 ounce High Voltage #54500

Paving & Concrete (Additive bid item)

SM-9.5A Asphalt
3500 PSI Air Entrainment with fiber Reinforcement Concrete

Restroom Partitions (Additive bid item)

Mills #4 Satin Finish Stainless Steel

General Specifications

1) A pre-bid conference will be held on November 28, 2011 at 8:00 am at the Carroll County Public Library. While the pre-bid is not mandatory, it is strongly suggested that all potential contractors be in attendance.

2) All contractors must provide a copy of worker's compensation and liability insurance along with their bid or bid will NOT be accepted.

3) All contractors must provide a copy their contractor's license number along with their bid or bid will NOT be accepted.

4) Contractor is responsible for acquiring all permits to complete the job.

5) Contractor is responsible for organizing a plan for keeping work area safe for pedestrians while entering and exiting the building during construction.

6) Contractor shall furnish all tools, machinery, and labor, to complete the job, unless specified as material only.

7) Any changes in construction specifications must be approved by a change order proposal.

8) Contractor shall provide the county in writing with a two year warranty on workmanship.

9) The contractor will have to have a Bid Bond and Performance and Payment Bonds. If he is not bonded, he can provide a letter or credit or a cash deposit in lieu of the bond. All must be for 100% of the contract amount.

10) Contractor must execute and sign
    a. Compliance statement form RD 400-6
    b. Certification regarding debarment form AD-1048
    c. Certification for contracts, grants, and loans RD instruction 1940-Ø Exhibit A-1
    d. Contract time - the bidder will substantially complete all work under the base bid contract within 180 calendar days of the Notice to Proceed Date. Final completion will take place within 30 days of the substantial completion period. Liquidated damages will be $100.00 per day for each calendar day thereafter the final completion period. If one or more additive bid items are exercised by the Owner then contract time will be increased by 90 calendar days. Additive bid items shall be exercised in the order presented. All bids shall be re-evaluated after each additive bid item is exercised.

HVAC Specifications (Base Bid Item)

1) Each contractor shall purchase all material listed below and install according to manufacturers' recommendation and work closely with the County HVAC technician while installing the system.
2) Each contractor shall bid to remove all existing HVAC equipment without damaging and place in designated area on Library grounds for County to pick up.

3) Contractor shall bid the following:

2-Carrier 25HBC330 outdoor units
2- Carrier FB4CNF030 air handler units
2-Carrier 9kw heaters
1-Carrier 38AQS016-5 outdoor unit
1-Carrier 40RUQS016-5 air handler unit
1-Carrier 30kw heater
3-New Honeywell pro 5000 t-stats
1- Smoke Detector w/sampling tube (for 15 ton unit)
1- Transformer relay package

Total $_____ (Base Bid Item)

Roofing Specifications (Base Bid Item)

1) Contractor shall be familiar with all installation instructions of an Advantage Lock Standing Seam Roof System before start of work.

2) Contractor shall examine uniformity of substructure prior to installation and correct any problem areas that may cause panel distortion after installation.

3) Contractor shall install a synthetic roofing underlayment (Union Repel) over existing shingles.

4) Contractor shall install all roofing items listed in #7 below in accordance with Advantage Lock Installation Manual recommendations.

5) Any change in construction specifications must be approved by a change order proposal.

6) Contractor shall provide the County in writing with a two warranty on workmanship prior to start of project.

7) Contractor shall bid the following:

Repel roofing underlayment (25 year limited warranty)
1x4x16 Yellow Pine for purling
Union Corrugating 26 gauge 16" wide Advantage Lock Standing Seam Metal Roof System (40 year warranty)
Galvanized steel drip edge (29 gauge painted to match roof color)
Galvanized steel flashing (26 gauge painted to match roof color)
Rake trim (26gauge)
Pop Rivet (stainless)
Neoprene universal closure (RCALUNIVERSAL)
Pipe Boot (#3 pipe flasher for metal roofs)
Ridge Cap (26 gauge painted to match roof color))
#10x1" Pancake Head Screws (GPHWS100250)
Double Bead Butyl Tape (DBBTLSLT)
Urethane Tube Sealant (10.3 oz.)

My company's total bid for providing the work described above is

$_____ (Base Bid Item)

Window Replacement/Exterior Moldings Specifications (Base Bid Item)

1) Contractor shall bid to remove all windows and exterior moldings and dispose of properly.

2) Contractor is responsible for his/hers own measurements and calculations.

3) Contractor shall furnish all tools, material, and labor, to complete the job.

4) Contractor shall bid the following:

   Atrium 3300 series replacement windows (white)/energy efficient with grids between glass

   Fypon PVC Moldings or equal

5) Contractor shall install all windows according to window manufacturer's recommendations.

6) Contractor shall remove all exterior wooden moldings around windows and replace with a paintable material that is guaranteed not to rot, warp, or infest.

7) Contractor shall remove all exterior wooden moldings at (2) side doors at library and replace with a paintable material that is guaranteed not to rot, warp, or infest.

8) All new trim moldings must match current molding design.

9) Contractor shall caulk all areas needed and paint same color as library soffit and facer boards.

10) Contractor shall include in their bid all window and exterior trim material warranties and specifications.

My company's total bid for providing the work described above is

$_____ (Base Bid Item)

Carpet Specifications (Additive Bid)

1) Successful bidder shall supply color samples for county to choose from.

2) Contractor shall remove existing carpet and dispose of properly.

3) Contractor is responsible for his/her own measurements and calculations.

4) Contractor shall furnish all tools, material, and labor, to complete the job.

5) Contractor shall bid the following:

   Philadelphia 24 ounce High Voltage #54500

6) Contractor shall work with Maintenance Director on dividing library into sections and scheduling days for installation until job is complete.

7) Contractor shall lay carpet tiles according to manufacturer's recommendations.

8) County will be responsible for moving all books and shelves from sections scheduled to be laid.

9) Contractor shall include in their bid a copy of carpet manufacturer's warranty and specifications.

10) Contractor shall provide the county in writing with a two year warranty on workmanship.

My company's total bid for providing the work described above is

$_____ (Additive Bid Item)

Tile Specifications – Material Only (Additive Bid Item)

1) All Contractors interested in bidding on floor/wall tile are responsible for sending out their own representative for all measurements and calculations.

2) Contractor shall bid 12x12 porcelain tiles for both wall and floors.

3) County will pick colors of tile to be used.

4) Contractor shall include bull nosing to go along with wall tile to complete the job.

5) Contractor shall provide all product specifications and warranty information along with their bid

6) Contractor shall include in bid all thin-set mortar, wall adhesive, 3x5x ¼" wonder boards, grout, etc. needed to complete the job.

7) Contractor shall bid the following:

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420 sq'- American Olean wall tile	$_____
265 sq'-American Olean floor tile	$_____
25- 3x5 wonder boards	$ _____
Thin-set mortar _____ bags	$ _____
Grout _____ bags	$ _____
Wall Adhesive _____ gallons	$ _____
Bull Nose _____ pieces	$ _____

Total $_____ (Additive Bid Item)

Paint Supply Specifications – Materials Only (Additive Bid Item)

1) Contractors must bid a company's top grade paint.

2) County will pick the two colors of paint to be used.

3) Contractors shall include product name brands, warranties and specifications along with their bid.

4) Contractor shall bid the following:

   (20) Gallons Valspar Ultra Premium interior latex satin paint

   $_____

   (8) Gallons Ultra Premium interior latex semi-gloss paint

   $_____

   (10) 2.5" angled brushes

   $_____

   (5) 1.5" angled brushes

   $_____

Total $ _____ (Additive Bid Item)

Porch Columns Specifications – Material Only (Additive Bid Item)

1) All Contractors interested in quoting porch columns are responsible for sending out their own representative for all measurements and calculations.

2) Contractor shall quote (8) Polyclassic fluted non-tapered fiberglass 10” diameter columns with capitols & base

3) Contractor shall quote (2) Polyclassic fluted non tapered fiberglass 10” diameter split columns with split capitols & base

4) All columns shall be made of paintable material and guaranteed not to rot, warp, or infest.

5) Contractor shall provide all product specifications and warranty information along with their bid.

Total $_____ (Additive Bid Item)

Paving/Concrete Specifications (Additive Bid Item)

1) Bid is for adding a van accessible handicap parking space along with ramp, remove approximately 100' of curbing & portions of concrete, 4x4 section of sidewalk and pour new, remove existing sidewalk from front porch to parking lot and pour new, install 3x3 asphalt ramp at back door, and repave entire parking lot as shown in attached plan view.

2) Contractor shall prep all curbing & concrete areas removed and compact with no less than 4" of stone prior to paving.

3) Contractor shall remove existing 6'x17' sidewalk, cut curbing, form sidewalk, and pour 3500 PSI Air Entrainment with fiber Reinforcement Concrete no less than 6" thick and slope so that concrete is even with newly laid asphalt. Form and pour new curbing edges so that it slopes down to newly laid asphalt.

4) Contractor shall remove 4x4 areas of sidewalk and curbing at corner of building, and pour minimum of 3500 PSI Air Entrainment with fiber Reinforcement Concrete no less than 6" thick.

5) Contractor shall pave with no less than (2") of SM-9.5A asphalt.

6) Contactor shall pave a 3x3 asphalt ramp and slope so that asphalt is flush with top of curbing.

7) Contractor shall stripe parking lot as shown on attached plan view.

8) Paving shall be done only when outside air temperature is 50 degrees or above.

My company's total bid for providing the work described above is

$_____ (Additive Bid Item)

Restroom Fixtures Specifications – Material Only (Additive Bid Item)

1) All Contractors interested in bidding on restroom fixtures are responsible for sending out their own representative for all measurements and calculations.

2) Contractors shall bid two exhaust fans, two ADA approved toilets, (1) sensor operated flushometer for urinal, (2) automatic touchless paper towel dispensers, and (2) stainless steel automatic touchless soap dispensers.

3) Contractor shall provide all product specifications and warranty information along with their bid.

- (2) Broan white 140CFM exhaust fans (model #QTR140)

  $_____

- (2) American-Standard ADA compliant toilets

  $_____

- (1) Sloan ECOS electronic flush valve for urinal (model #8186)

  $ _____

- (2) Bradley 2494 automatic paper towel dispensers (surface mount)

  $ _____

- (2) Gen-1 (500ml) automatic soap dispensers

  $ _____

Total $_____ (Additive Bid Item)

Restroom Partition Specifications – Material Only (Additive Bid Item)

1) All Contractors interested in bidding on restroom partitions are responsible for sending out their own representative for all measurements and calculations.

2) Contractors shall bid to replace all existing restroom partitions with Mills #4 Satin Finish Stainless Steel similar to the existing design.

3) Contractor shall include all stainless steel mounting hardware, panels, pilasters, doors, screws, etc. to complete the job.

4) Contractor shall provide all product specifications and warranty information along with their bid.

Total $_____ (Additive Bid Item)

Landscaping Specifications (Additive Bid Item)

1) Bid is for the removal of (9) Bradford pear trees.

2) Contractor is responsible for any permits, utility approvals and locations needed to complete job.

3) Contractor shall take down and haul away all tree debris; grind a total of (10) stumps 6" below ground level, fill holes with top soil, seed and straw.

4) Contractor shall purchase and plant (10) Newport plum trees (5' to 7') in height to replace Bradford pears.

5) Contractor shall mulch 3" in depth around all plum trees leaving trunk exposed.

6) Contractor shall stake all trees properly to allow feeder roots to form.

7) Contractor shall provide the county in writing a one year guarantee on new plantings.

My company's total bid for providing the work described above is

$_____.

Vinyl Fence Specifications – Material Only (Additive Bid Item)

1) All Contractors interested in quoting Vinyl Fencing are responsible for sending out their own representative for all measurements and calculations.

2) Contractor shall include in quote all post caps, mounting hardware, hinges, latches, etc. needed to complete the job.

3) Contractor shall provide all product specifications and warranty information along with their bid.

4) Contractor shall bid the following:

8-Madison 6'x6' PVC privacy fence panels (model #039384400007) $_____

9-Plastival 4"x4"x96" universal PVC posts with caps & brackets (model #039384400038) $_____

1-Plastival 6'x4' Madison PVC privacy gate panel (model #0393844000014) $_____

3-Freedom white gate hinge (model #73002181) $_____

1-Freedom white gate latch (model #73002183) $_____

Total $_____ (Additive Bid Item)

Base Bid: (includes all labor and materials):

HVAC -	$_____
Roof -	$_____
Windows and Exterior Trim	$_____
Total Base Bid	**$_____**

Additive Bids:

Carpet -	$_____
Tile Materials only -	$_____
Painting Materials only-	$_____
Porch Columns Materials only -	$_____
Paving and Concrete -	$_____
Restroom Fixture Materials only -	$_____
Restroom Partition Materials only-	$_____
Landscaping -	$_____
Fencing Materials only-	$_____
Total Additive Bids	$_____

Company Name: _____

Signature of Bidder: _____

Telephone #: _____

Date: _____